

**Wichita Police Department**  
**Information Sheet: Retired Officers' Annual Handgun Qualification**

This information sheet provides the policies and procedures for retired Wichita Police Department officers wishing to fire the annual handgun qualification course, and an overview of the Law Enforcement Officers Safety Act of 2004.

**Qualification procedures:**

In order to facilitate the retired officer provisions of Law Enforcement Officers Safety Act (LEOSA) of 2004 (H.R. 218), the Wichita Police Department will allow any retired officer of the WPD who is qualified under the Act, to shoot the State's standard handgun qualification course at the Wichita-Sedgwick County Firearms Training Range, at no cost, subject to the following policies and procedures:

1. A retiree should first obtain and review an application form/information packet. The packets are available for downloading at the WPD Training Bureau website ([wichita.gov/Police Department/Training Bureau/Firearms](http://wichita.gov/Police%20Department/Training%20Bureau/Firearms)); at the Wichita-Sedgwick County Law Enforcement Training Center, 2235 W. 37<sup>th</sup> St. N.; at the Wichita-Sedgwick County Firearms Training Range, 24532 W. 39<sup>th</sup> St. S; and at the Chief's Office at City Hall, 455 N. Main, 4<sup>th</sup> floor.
2. A retiree should review the entire packet of materials, to ensure that he/she is eligible under the law. The packet will contain the following materials:
  - a. application form
  - b. information sheet (provides procedures and an overview of the LEOSA)
  - c. waiver/release of liability form
  - d. KS-CPOST 50-round annual handgun qualification course summary
3. A retiree should contact the Range (794-8091) to schedule an appointment to qualify. Retiree qualifications will be by appointment only and will only be administered by Range personnel.
4. The day of the qualification attempt, a retiree should bring his/her signed application form, signed waiver/release of liability form, retired WPD ID card and one additional photo ID card, the weapon(s) and ammunition with which he/she intends to qualify with, eye protection, and a duty-style or plainclothes-style holster. No shoulder-holsters or cross-draw holsters will be allowed.
5. All weapons and ammunition will be inspected by a WPD Rangemaster. All ammunition must be new, factory loaded ammunition – no exceptions.
6. The Range will provide targets and ear protection.
7. Prior to qualifying, each retiree will receive a brief safety lecture from a Rangemaster, during which the Range rules will be covered.
8. No practicing or practice rounds will be allowed prior to the qualification attempt(s). Each retiree will be allowed a maximum of two attempts per weapon. If a retiree does not qualify after two attempts, he/she must wait a minimum of 90 days before any future attempts are allowed.
9. Retirees will not be allowed to practice or receive any training or instruction at the Wichita-Sedgwick County Firearms Training Range, regardless of whether they fail or qualify.

10. The qualification course is the State's standard handgun qualification course of fire that was adopted in August of 2005. The course will be administered and managed as prescribed by the State.
11. If a retiree qualifies on the course, he/she will be issued a laminated qualification card at the Range, which will expire one year from the date of the qualification. In order to comply with the LEOSA, a retiree must re-qualify each year to remain eligible to carry a concealed weapon.
12. The Rangemaster will document all retiree qualification activities and will maintain a file for each participating retiree.
13. Any questions about these procedures should be addressed in advance to the Rangemaster (794-8091) or the Training Bureau Commander (838-9611).

### **LEOSA overview:**

On July 22, 2004, President Bush signed into law the Law Enforcement Officers Safety Act of 2004 (H.R. 218). This law allows qualified active and retired law enforcement officers to carry their firearms concealed nationwide. Additionally, the law establishes the criteria that those individuals must meet annually in order to qualify as an active or retired law enforcement officer. The requirements are as follows:

#### **Active Law Enforcement Officer**

1. is authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for, any violation of law, and has statutory powers of arrest;
2. is authorized by the agency to carry a firearm;
3. is not the subject of any disciplinary action by the agency;
4. meets standards, if any, established by the agency which require the employee to regularly qualify in the use of a firearm;
5. is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance; and
6. is not prohibited by State or Federal law from receiving a firearm.

#### **Retired Law Enforcement Officer**

1. retired in good standing from service with a public agency as a law enforcement officer, other than for reasons of mental instability;
2. before such retirement, was authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for, any violation of law, and had statutory powers of arrest;
3. (A) before such retirement, was regularly employed as a law enforcement officer for an aggregate of 15 years or more; or (B) retired from service with such agency, after completing any applicable probationary period of such service, due to a service-connected disability, as determined by such agency;
4. has a non-forfeitable right to benefits under the retirement plan of the agency;
5. during the most recent 12-month period, has met, at the expense of the individual, the State's standards for training and qualification for active law enforcement officers to carry firearms;
6. is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance; and

7. is not prohibited by State or Federal law from receiving a firearm.

If you have met the above requirements, you qualify as an active or retired law enforcement officer.

#### Limitations

- The Act does not allow an officer or retired law enforcement officer to carry a firearm on airplanes.
- The Act does not grant law enforcement authority to a retired law enforcement officer. You are held civilly and criminally liable for any violations of local, state or federal law regarding the discharge or use of any firearm.
- Governmental agencies and landowners may restrict or prohibit the possession of concealed firearms on their property or restrict the possession of firearms in any state or local property, building or park.
- The Act does not extend a law enforcement officer's jurisdiction.
- The Act does not convey a national power of arrest to law enforcement officers or retired law enforcement officers.
- The Act does not grant any immunity from liability pursuant to the Kansas Tort Claims Act.

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